

**STATE OF FLORIDA  
DEPARTMENT OF CHILDREN AND FAMILIES**

**Certified Mail Return Receipt No.** [REDACTED]

**Monique Williams**  
[REDACTED]

**ADMINISTRATIVE COMPLAINT**

YOU ARE HEREBY NOTIFIED that the Department of Children and Families (the "Department") proposes to **REVOKE** your license to operate a family foster home. The Department's authority and grounds to impose this sanction is explained below.

1. The Department of Children and Families is authorized by section 409.175(9)(a), Florida Statutes, to revoke a license to operate a family foster home for violations of the provisions of section 409.175, Florida Statutes, or the licensing rules set forth in chapter 65C-13, Florida Administrative Code.
2. You are licensed pursuant to section 409.175, Florida Statutes, and chapter 65C-13, Florida Administrative Code, to operate a family foster home [REDACTED]  
[REDACTED]
3. On July 10, 2014, at approximately 3:30 p.m. you went to the Publix grocery store located at 1545 Rock Springs Road in Apopka, Florida, to shop for certain items. At that time you had a one year old foster child [REDACTED] with you in your car.
4. [REDACTED]
5. [REDACTED]
6. As a result of the incident you were arrested by the Apopka Police Department [REDACTED]  
[REDACTED] The child was taken into custody by his case manager.

7.



8. Your actions, as set forth above, violated sections 39.01, 409.175 and 316.6135, Florida Statutes, and Rules 65C-13.029(1)(a)2. and (b), & 65C-13.030(3)(l)4., Florida Administrative Code.
9. The above referenced violations constitute grounds to revoke your license pursuant to section 409.175, Fla. Stat., in that the above referenced conduct of respondent constitutes violations of the minimum standards, rules and regulations for the operation of a licensed family foster home.

#### **NOTIFICATION OF RIGHTS UNDER CHAPTER 120, FLORIDA STATUTES**

IF YOU BELIEVE THE DEPARTMENT'S DECISION IS IN ERROR, YOU MAY REQUEST AN ADMINISTRATIVE HEARING TO CONTEST THE DECISION. YOUR REQUEST FOR AN ADMINISTRATIVE HEARING MUST BE RECEIVED BY THE DEPARTMENT WITHIN 21 DAYS OF YOUR RECEIPT OF THIS NOTICE. FAILURE TO REQUEST AN ADMINISTRATIVE HEARING WITHIN THE 21 DAYS PROVIDED SHALL CONSTITUTE A WAIVER OF THE RIGHT TO A HEARING.

You may submit your request for an administrative hearing to the Department at the following address:

T. Shane DeBoard, Esquire  
Chief Legal Counsel  
Department of Children and Families  
400 West Robinson Street, S1129  
Orlando, Florida 32801-9425

Please note a request for an administrative hearing must comply with section 120.569(2)(c), Florida Statutes, and Rules 28-106.201(2), Florida Administrative Code. Those provisions, when read together, require a petition for administrative hearing to include:

- (a) The name and address of each agency affected and each agency's file or identification number, if known;
- (b) The name, address, and telephone number of the petitioner; the name, address, and telephone number of the petitioner's representative, if any, which shall be the address for service purposes during the course of the proceeding;
- (c) An explanation of how the petitioner's substantial interests will be affected by the agency determination;
- (d) A statement of when and how the petitioner received notice of the agency decision;

- (e) A statement of all disputed issues of material facts. If there are none, the petition must so indicate;
- (f) A concise statement of the ultimate facts alleged, including the specific facts the petitioner contends warrant reversal or modification of the agency's proposed action;
- (g) A statement of the specific rules or statutes the petitioner contends require reversal or modification of the agency's proposed action, including an explanation of how the alleged facts relate to the specific rules or statutes; and
- (h) A statement of the relief sought by the petitioner, stating precisely the action petitioner wishes the agency to take with respect to the agency's proposed action.

Section 120.569, Florida Statutes, and rule 28-106.201(4), Florida Administrative Code, require the Department to dismiss a petition which is not in substantial compliance with the requirements above.

Mediation as described in section 120.573, Florida Statutes, may be available if agreed to by all parties, and on such terms as agreed to by all parties. The right to an administrative proceeding is not affected when mediation does not result in a settlement.

#### CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been furnished by certified mail return receipt requested to: Monique Dunn, [REDACTED] in accordance with s. 120.60(3), Florida Statutes, this 13 day of August 2014.

Traci Klinkbeil  
Traci Klinkbeil, MA  
Family Safety Program Administrator  
Central Region Program Office  
400 W. Robinson St. S912  
Orlando, FL 32801-1782